

## Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes February 10, 2021

**Meeting Host / Secretary-Treasurer at BRA Office, Suite 302, 219 E. Paw Paw St, Paw Paw MI 49079**  
**All other attendees participated online from remote locations**

**Note for the Record**—This meeting was held online using Zoom remote meeting software as authorized in the Michigan Open Meetings Act. The meeting notice and tentative agenda, including the Zoom Meeting ID Number and login instructions, were properly and timely posted on the county's website to allow public participation. Each Board Member who attended remotely announced upon the start of the meeting or upon subsequent arrival his/her specific remote location (municipality/county/state) as required in the Act.

Board Member Attendance Report										
Name	Position	Attendance Status	Declared Remote Location			Present	Present	+ Late	- Early	Present
			Municipality	County	State	Anytime	@ Start	Arrivals	Departs	@ End
Lisa Phillips	Chair	Attended remotely	Porter Township	Van Buren	Michigan	Yes	Yes			Yes
Jan Petersen	Vice Chair	Attended remotely	Hamilton Township	Van Buren	Michigan	Yes	Yes			Yes
Gail Patterson-Gladney	Member	Attended remotely	South Haven City	Van Buren	Michigan	Yes	Yes			Yes
Cynthia Compton	Member	Attended remotely	South Haven Townsh	Van Buren	Michigan	Yes	Yes			Yes
Kate Hosier	Member	Attended remotely	South Haven City	Van Buren	Michigan	Yes	Yes			Yes
Sarah Moyer-Cale	Member	Attended remotely	Paw Paw Village	Van Buren	Michigan	Yes	Yes			Yes
Katie Strohauser	Member	Attended remotely	Almena Township	Van Buren	Michigan	Yes	Yes			Yes
Zach Morris	Member	Attended remotely	Antwerp Township	Van Buren	Michigan	Yes	Yes			Yes
Dr. Patrick Creagan	Member	Attended remotely	Decatur Village	Van Buren	Michigan	Yes	Yes			Yes
Count:						9	9	0	0	9
Members Present:							9 of 9	9 of 9	9 of 9	9 of 9
Quorum (Yes/No):							Yes	Yes	Yes	Yes

### 1. Call to Order and Determination of Quorum and Attendees

At 3:33 PM, by Chairperson Lisa Phillips, with attendees/absentees/remote locations/quorum status as stated above and as follows:

- a. **Board Members Present (9); Board Members Absent (0); Board Vacancies: (0).** A quorum (9 of 9) is initially present.
- b. **Staff and Others Present:** Secretary-Treasurer Wayne Nelson; Consultant Erik Peterson from Envirologic Technologies Inc.

### 2. Approval of Agenda--The prepared agenda was approved by unanimous consent.

### 3. Approval of Minutes of Regular Meeting held January 13, 2021--Motion by Patterson-Gladney, supported by Morris, to approve the minutes of the Regular Meeting held January 13, 2021. Approved by a vote of 9-0.

### 4. Public Comment—None

### 5. Secretary-Treasurer's Report--Nelson presented a written report with oral enhancements and action items as follows:

- a. **Invoices for Approval--**The following invoices were presented for approval:

Amount	Vendor	Invoice #	Invoice Date	Reason
<b>EPA Grant Invoices:</b>				
\$ 337.50	Envirologic Technologies Inc	07369	2021-02-08	Sherman Hills; Elig/B-Plan
-	Envirologic Technologies Inc			
-	Envirologic Technologies Inc			
-	Envirologic Technologies Inc			
<b>\$ 337.50</b>	<b>Envirologic Sub-Total</b>			
-	(no other EPA Grant invoices)			
<b>\$ 337.50</b>	<b>Total of EPA Grant Invoices</b>			
-				
<b>\$ 337.50</b>	<b>Total of All Invoices</b>			

Motion by Morris, supported by Moyer-Cale, to approve the above invoice totaling \$337.50 for payment. Approved by a vote of 9-0.

- b. **Paw Paw Brewing Project LBRF Loan Modification**—Wayne Nelson reviewed his discussions and negotiations with Ryan Sylvester, Managing Member for both Black River Enterprises LLC and Paw Paw Brewing Company LLC (collectively termed “Black River”, the real property owners. Nelson presented a summary of a loan modification terms that appear to be acceptable to Black River that would result in an interest rate reduction and starting date deferral and a payback term deferral in exchange for a \$15,000 immediate payment to principal on the current loan. Motion by Petersen, supported by Patterson-Gladney, to approve a loan modification according to the terms presented and to direct the Secretary-Treasurer to offer this to Black River and, if accepted, to proceed to execute document(s) to replace and/or modify the existing LBRF loan to Black River. Approved by a vote of 8-0, Phillips abstaining due to having represented Black River as a consultant.
- c. **Receipt of Secretary-Treasurer’s Report**—Motion by Compton, supported by Creagan, to receive the Secretary-Treasurer’s Report as submitted. Approved by a vote of 9-0.

**6. Other Correspondence**—EGLE has introduced two new searchable databases as follows:

- a. EGLE Inventory of Facilities (a searchable database for contaminated sites under Michigan Part 201 and Part 213) at <https://www.egle.state.mi.us/RIDE/>
- b. EGLE Maps and Apps website (a comprehensive list of all of EGLE maps and mapping applications) at <https://gis-egle.hub.arcgis.com/pages/all-maps-and-apps>

**7. New Business**—

- a. **207 E Michigan Ave, Paw Paw; Rescission of Work Order #36**—This item was tabled from the December 2020 meeting. Motion by Compton, supported by Patterson-Gladney, to rescind Work Order #36 for the EPA Grant and to release its \$12,750 budget lines. Approved by a vote of 9-0.
- b. **No other New Business**

**8. Old Business—EPA Grant/Brownfield Plan Project Updates**—Consultant Erik Peterson made comments on EPA Grant and Brownfield Plan projects as follows:

- a. **05585 Blue Star Hwy**—The proposed Brownfield Plan has been approved by South Haven Charter Township. Motion by Hosier, supported by Compton, to direct the Secretary-Treasurer to advance the plan to the VBCBOC to set a public hearing and to work with county officials to have the required notices to taxing units and public hearing notices prepared, served and published by law. Approved by a vote of 9-0.
- b. **413 Delaware St**—Nelson reported that he is analyzing the property tax records for the project to ensure that all inconsistencies are fixed. Peterson reported that the Brownfield Plan is ready to be forwarded for municipal approval. Motion by Patterson-Gladney, supported by Petersen, to have the BP Committee (Phillips, Hosier, Strohauer, Nelson, Erik Peterson) review the final plan and, if acceptable, to forward to the Village of Decatur for their resolution of support, and if received, to work with county officials to have the required notices to taxing units and public hearing notices prepared, served and published by law. Approved by a vote of 9-0.
- c. **10336 Blue Star Hwy**—Erik reported the BP will be soon completed and recommended its forwarding to the township. Motion by Hosier, supported by Compton, to have the BP Committee (Phillips, Hosier, Strohauer, Nelson, Erik Peterson) review the final plan and, if acceptable, to forward to South Haven Charter Township for their resolution of support, and if received, to work with county officials to have the required notices to taxing units and public hearing notices prepared, served and published by law. Approved by a vote of 9-0.
- d. **Sherman Hills**—ETI is actively working with the applicant, the City of South Haven, the SLBA, the VBCLBA and EGLE to advance the project. The SLBA and the VBCLBA have entered into a contract for services that includes services for this project.
- e. **153 Commercial Ave**—Erik reported that ETI’s work is essentially completed and that applicant Mike Bijani has completed the property acquisition, although property transfer is not verified by available public records.
- f. **23944 Red Arrow Hwy**—ETI is working with applicant’s financing agency and finalizing a BP.
- g. **67902 Red Arrow Hwy**—ETI is working on EGLE Recycling Grant closeout documents. Erik reports that EGLE is please with site results so far and may offer additional funding. The BP is progressing somewhat.
- h. **99 Walker Street in Lawton**—The BP is being finalized and should soon be ready for consideration by BRA and the Village of Lawton.
- i. **No other Old Business**

**9. Other Business/Reports**

- a. **Land Bank Report**—As mentioned above, the VBCLBA has contracted with the SLBA for services that affect BRA projects.
- b. **Economic Development Corporation and Other ED Report**—Zach Morris stated that there is suddenly a large jump in business development interest.

**10. General Member Comments**—There were comments of support for Cynthia Compton on family health issues.

**Adjournment**—All business being completed, the meeting was adjourned by the Chair at 4:47 PM.



Wayne Nelson, Secretary-Treasurer  
Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

<i>Acronym</i>	<i>Type</i>	<i>Meaning</i>
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
EGLE	Agency	Michigan Department of the Environment, Great Lakes, and Energy
MEDC	Agency	Michigan Economic Development Corporation
SLBA	Agency	Michigan State Land Bank Authority
VBCLBA or LBA	Agency	Van Buren County Land Bank Authority
VBC	Agency	Van Buren County
VBCBOC or BOC	Agency	Van Buren County Board of Commissioners
VBCEDC or EDC	Agency	Van Buren County Economic Development Corporation
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan
ETI	Company	Envirologic Technologies Inc, the EPA Grant contractor
BP	Brownfield Term	Brownfield Plan
LBRF	Brownfield Term	Local Brownfield Revolving Fund
ED	General Term	Economic development
SEV	Property Tax Term	State Equalized Value-should approximate 50% market value
TV	Property Tax Term	Taxable Value-the value for property tax rate billing